**CPD DAY PROPOSAL FORM**

Continual Professional Development (CPD) days are central to the BWY. They should build on what teachers have learnt in their training and be relevant to their on-going development as teachers. They should not only be a consolidation of what they are already supposed to know but encourage them to think onwards.

**Criteria for new CPD day proposal:**

* Has this new day been requested?
* Is it relevant to yoga i.e. can this be integrated into a general yoga class?
* Will attendees at this day have a positive takeaway for their own practice and teaching?

A well-rounded CPD day should include a range of learning styles to ensure attendees are not expected to just sit and listen for six hours. Even if the topic is more theoretical or metaphysical, such as meditation, philosophy or theory, the day should include some movement related to the topic.

It is important to remember that CPD days are not just for teachers and tutors. The day should provide an opportunity for those that teach to do so and ensure non-teaching attendees are well-integrated and not made to feel second-best. The day should include opportunities for people to interact, network and learn from one another, e.g. discussion time, refreshment breaks and scheduled time for group/partner work if appropriate.

You will be expected to keep your plan up to date and relevant and be prepared to review your plan and handouts at least every three years to remain on the register.

Attendees are expected to fill out an evaluation form, which the event organiser will use to assess whether the aims and objectives have been met. A summary of this will be sent to you, the Regional Training Officer and CPD Officer post-event.

**CPD Days will only be accepted if you include an image:** preferably this should be a photo relevant to the day, as opposed to a headshot - logos will not be accepted. It should be a minimum of 1MB, a jpg or png file, in-focus and landscape format.

Please complete the following form and return it with your image to CPD@bwy.org.uk.

**CPD DAY PROPOSAL FORM**

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| **Your name:** |  |
| **Your BWY number:** |  |
| **Your BWY region:** |  |
| **Your address, including postcode:** |  |
| **Your contact phone number/s:** |  |
| **This day is suitable for delivering** (delete as appropriate)**:** | In-person | Online | Hybrid |
| **Where are you prepared to travel to?** Please delete any BWY Regions you are not willing to travel to for hybrid/in-person days: |
| EastMidlandsLondon | NorthNorth WestScotland | SouthSouth EastSouth West | WalesYorkshire |
| **Title of the day:** |  |
| **Category:**Please choose one and delete the remainder. | Anatomy & PhysiologyAsanaAsana - Different Groups & NeedsMeditation, Mantra, Chanting, Sound & Sanskrit | PhilosophyEmbodied PhilosophyPranayama, Kriya, Mudra & BandhaProfessional StudiesYoga Therapy |
| **Summary of proposed day (for the CPD officer):** What's new/interesting about the content? Is it topical? Who is it aimed at? How does it add to the current BWY offering? How is it different to offer CPD days in this subject area? |
|  |
| **Summary of proposed day (for marketing the day):** What are you offering and why? What will attendees learn / experience? How will it benefit their teaching and personal practice? |
|  |
| **Aims of the day:** | 1.2.3. |
| **Learning outcomes of the day:**Up to five, including at least one for each domain of learning. | 1.2.3.4.5. |
| **Content of the morning and include timings, e.g. 10.00 – 13.00:**Please include 20 minutes for participants to briefly introduce themselves so you have some idea of who you are teaching and what they are bringing to the day. You are also expected to include some asana and pranayama (if relevant). |
|  |
| **Content of the afternoon and include timings, e.g. 14.00 – 16.00:**Please include an opportunity for attendees to practice the subject matter and make allowances for the fact that some will be teachers and some members. Role play or an interactive game work well. If doing role-play, ensure that all teachers get an opportunity to teach even if for just a few minutes in a small group and that no non-teaching attendees are expected to teach. It is up to you to make this relevant to your topic. Allow time for a summary. |
|  |
| **Handouts:**Please include a handout which you have produced in relation to your topic. Additional handouts can be supplied on the day by prior arrangement with the individual organisers. If you wish to use any handouts at all occurrences of your day, please forward these to the CPD Officer. Please ensure that you are respectful of copyright, permissions and citations.  |
| **This CPD day is suitable for:** | E.g. yoga practitioners, student teachers, teachers, tutors, all, beginners. |
| **What do attendees need to bring?** |  |
| **Prohibitions/precautions** Please include any contraindications.  |  |
| **Evaluation of the day**How will you assess your students learning and achievement of the learning outcomes?  |  |
| **About you**In under 100 words, please tell the attendees about you as a teacher and your style. There is no need to list your past teachers and qualifications, this is about them knowing what sort of person you are. |  |

**NEW CPD TUTORS ONLY:**

In addition to the above, please supply:

1. CV, including a reference which is ideally from a BWY Regional Training Officer (RTO) or BWY Diploma Course Tutor (DCT).
2. Brief biography of yourself in no more than a hundred words, with focus on qualifications, skills and experience.